

# Development Fee Schedule



**City Of Sedona Community &  
Economic Development Department**  
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Summary of Ordinance 2003-11 of the City of Sedona, Arizona, amending ordinance no. 95-14, by revising the fee schedule for the development review process. Adopted by the Sedona City Council on July 9, 2003. Effective date August 8, 2003.

## Purpose and Intent

There is an established fee schedule for the review process associated with development applications in order to cover the costs and expenses associated with examining, processing, conducting field inspections, publishing legal notices and meeting with developer and builder applicants, which fees shall be paid to the Community Development Department at the time of filing an application.

### **A. Conditional Use Permit: \$1,500.00 base fee**

Assumes only one public hearing with the Planning and Zoning Commission.

1. State licensed daycare facilities and pre-schools, and public schools with classes from kindergarten to 12th grade (including charter schools) pay 50% of the base fee, i.e. \$750.00.
2. Upon the recommendation of the Community Development Director and upon the approval by the City Manager, service charges related to the review process for Conditional Use Permit applications for activities related to non-profit fund raising purposes not conducted within permanent structures, and which occur on a more frequent basis than as defined in the Temporary Use provisions of the Land Development Code, Section 407, may be waived for those organizations possessing an exemption under Section 501(c)(3) of the Internal Revenue Code. The applicant shall bear the costs directly attributable to publication of the legal notice required for a public hearing.

Any person or entity aggrieved by a decision to deny the fee waiver for issuance of the permit may appeal to the City Council within fifteen (15) days for the decision by filing a written notice of appeal with the City Clerk. The City Clerk shall notify the City Council of the appeal, cause a hearing to be set within thirty (30) days of the filing of the notice, and give written notice to such person or entity of the time and place of the hearing by first class mail.

### **B. Conditional Use Permit Renewal: 50% of current base fee**

Assumes only one public hearing with the Planning and Zoning Commission.

### **C. Development Review: \$1,500 base fee**

Assumes only one public hearing with the Planning and Zoning Commission.

Additional charges may apply as follows:

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| a) Commercial projects over 5,000 sq.ft.  | \$45.00 per 1,000 sq.ft. of gross floor area or portion thereof over 5,000 sq.ft. |
| b) Group dwellings and multi-family over 12 units   | \$25 per additional unit  |
| c) All lodging over 6 units   | \$25.00 per additional unit   |
| d) State licensed daycare facilities and pre-schools, and public schools with classes from kindergarten to 12th grade (including charter schools) pay 50% of the base fee, i.e. \$750.00. |   |
| e) Fee for landscape plan review and site inspection for  |   |

projects that are not tied to a Development Review application \$150.00.

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**D. Zone change: \$2,200 base fee**

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Assumes one public hearing with the Planning and Zoning Commission and one public hearing with the City Council.

Additional charges may apply as follows:

a) Zone change requests for all projects over 2 acres \$100.00 per additional acre or portion thereof.

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**E. Time Extension of Conditional Use Permit, Development Review or Zone Change:**

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**50% of current base fee**

Assumes only one public hearing with the Planning and Zoning Commission, and if a zone change, one public hearing with the City Council.

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**F. Conceptual Development Review: 50% of the total calculated fee for the project.**

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**G. Community Plan Amendments:**

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\$1,800 base fee, plus the proportionate share of legal notice costs and city wide property owner notifications

Assumes only one public hearing with the Planning and Zoning Commission and one public hearing with the City Council.

Additional charges may apply as follows:

a) Community Plan amendment requests for all projects over 5 acres: \$100.00 per acre or portion thereof over 5 acres.

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**H. Subdivisions: \$3,300.00 base fee**

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Assumes two public hearings with the Planning and Zoning Commission (conceptual and preliminary plat) and one public hearing with the City Council (preliminary plat) and an administrative approval by the City Council (final plat).

Additional charges may apply as follows:

a) Subdivisions over 30 lots \$50.00 per additional lot.

Applicant initiated amendment to an approved final plat

\$150.00 per lot

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**I. Multiple Approvals:**

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In instances where more than one review process is required (for example, a zone change and development review or subdivision approval and a zone change), there shall be a full charge for the highest priced application and a 10% charge for the lower priced applications.

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**J. Additional Public Hearings:**

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If a new legal notice is required \$300.00

If no new legal notice is required \$250.00

<b>K.</b>	<b>Land Division Permit:</b>	<b>\$50.00</b>
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<b>L.</b>	<b>Variance:</b>	<b>\$780.00</b>
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Assumes only one public hearing with the Board of Adjustment.

1. State licensed daycare facilities and pre-schools, and public schools with classes from kindergarten to 12th grade (including charter schools) pay 50% of the base fee, i.e. \$390.00.

<b>M.</b>	<b>Administrative Waiver:</b>	<b>\$150.00</b>
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<b>N.</b>	<b>Temporary Use Permit:</b>	
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Category A	\$ 50.00	
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Category B	\$400.00	
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Category C	\$ 50.00	
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Category D	\$ 50.00	
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Category E	\$ 50.00	
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Category F	\$ 50.00	
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<b>O.</b>	<b>Sign Permit:</b>	
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1. Temporary Sign Permit		\$ 25.00
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2. Signs 12 square feet or less		\$ 75.00
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3. Signs over 12 square feet		\$100.00
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4. Lighted signs		\$ 18.00 (In addition to other applicable sign permit fees)
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5. Double fees shall be payable where signs are erected prior to issuance of an approved Sign Permit.	
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6. Master sign Kiosk plan requiring Planning and Zoning Commission approval		\$450.00
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7. Amendment to a master sign Kiosk plan requiring Planning and Zoning Commission approval		\$225.00
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8. Individual Kiosk Permit		\$100.00
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9. Individual Kiosk placard sign		\$75.00
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<b>P.</b>	<b>Appeal:</b>	<b>\$150.00</b>
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<b>Q.</b>	<b>Road Abandonment:</b>	<b>\$300.00 base fee plus \$25.00 for each abutting property.</b>
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<b>R.</b>	<b>Annexation:</b>	
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\$500.00 base fee for first five (5) acres plus \$100.00 for each additional acre (maximum of \$3,000.00).

**S. Historic Preservation Fees:**


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1. Historic District Designation	\$300.00
2. Landmark Designation	\$150.00
3. Certificate of Appropriateness	\$75.00

**T. City Consultant Fees:**


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100 percent of the City's cost associated with outside consultant review fees

**U. Expert Review Fees for Wireless Communications Facilities:**


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1. Stealth Wireless Communications Facility	not to exceed \$3,000.00
2. Attached Wireless Communications Facility	not to exceed \$3,500.00
3. Collocation on Existing Antenna Support Structure	not to exceed \$4,000.00
4. Replacement of Existing Antenna Supporting Structure -	not to exceed \$4,500.00
5. New Antenna Support Structure	not to exceed \$7,500.00
6. AM/FM/TV/DTV Antenna Support Structure	not to exceed \$10,000.00

**V. Non-commercial Amateur Wireless Facility: \$100.00****W. Written Interpretation of the Land Development Code: \$100.00****X. Zoning Verification Letter: \$100.00****Y. Development Agreement: \$3,000.00**


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Assumes one review at a public hearing by the Planning and Zoning Commission and one public hearing with the City Council. (\$1,500 to be paid up front, the balance is due when the agreement is signed)

**Z. Development Agreement Amendment:**


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50% of the current approved Development Agreement fee.

**AA. Liquor License Review**

1. Liquor License	\$50.00
2. Special Event Liquor License	\$25.00

**Annexation Documents**


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At the time of filing an annexation application, an applicant shall provide to the Community Development Department the following documents in addition to the fee for the annexation review process:

1. A legal description and map of the proposed annexation
2. A location map
3. The necessary signatures supporting the annexation
4. Evidence of the filing of the annexation petition with the County Recorder